Use of 3rd Party Social Media Sites

PM-ISE Social Media and Comment Policy

Approved July 29, 2011; Updated May 15, 2012

For questions of comments about policy updates and changes, please contact us[1].

General

The use of social media by the Office of the Program Manager for the Information Sharing Environment (PM-ISE) supports the Administration?s commitment to openness and transparency in government and ensures the broadest means of sharing information with ISE mission partners, key stakeholders, and the public. This policy applies to the social media activities and interactions of the PM-ISE to facilitate communication.

PM-ISE Use of Social Media

Below is a list of social media used by PM-ISE to provide timely and relevant information on the work of the ISE and its mission partners.

- <u>Blogs</u> The PM-ISE maintains blogs as an official government resource to communicate with mission partners, stakeholders, and the public. Users are encouraged to share their comments and ideas.
- RSS Feeds Really Simple Syndication (RSS) allows users to subscribe to receive updates when
 new information is posted to a blog or other news feature. Information delivered through the use of
 RSS is referred to as a ?feed.? The ISE.gov website supports RSS feed subscriptions for several
 items, including the ISE Blog and other news features.
- <u>Social Networking Sites and Micro-Blogs</u> PM-ISE maintains official pages and accounts on third-party social networking sites and micro-blogs such as Facebook, Twitter, and LinkedIn. Users are encouraged to share their comments and ideas.
- <u>Video, Photo, and other Media</u> The PM-ISE uses third-party sites such as YouTube, Vimeo, and Flickr to share videos or pictures that are informative and helpful to the public.

The privacy protections provided on third-party sites are not part of the official ISE.gov domain and will differ from the privacy protections described in this policy.

Comment Features on ISE.gov

Individuals who wish to make a comment on the ISE.gov website blog have the following options:

- Post a comment as an ?anonymous? user (no account); or
- Provide a name.

In order to post comments to the ISE.gov official website blog, as well as to the official PM-ISE pages on third-party social media, users have the option of submitting comments on the official ISE.gov website as

an ?anonymous? user or providing their name.

Users are encouraged to share their comments and ideas on PM-ISE originated posts, but cannot independently post content to the ISE.gov website.

PM-ISE Comment Policy

The blog and comment features hosted by the PM-ISE on its official government website and on social media are provided as a means to facilitate dialogue with the public about the Information Sharing Environment. Comments are welcome at any time but will only be posted during regular business hours from Monday through Friday. Comments submitted after hours or on weekends will be reviewed and posted as early as possible, which in most cases means the next business day.

For the official ISE.gov website, the PM-ISE will review all comments prior to posting and will not post comments that contain:

- Vulgar or abusive language;
- Personal attacks of any kind;
- Offensive terms that target specific groups;
- Spam or comments that are clearly "off topic";
- Commercial promotions;
- Information that promotes or opposes any political party; person campaigning for elected office, or any ballot proposition;
- Reports of criminal or suspicious activity if you have information for law enforcement, please contact your local police agency;
- Unsolicited proposals, or other business ideas or inquiries;
- Solicitations for contracting or commercial business; or
- Any claims, demands, informal or formal complaints, or any other form of legal and/or administrative notices or processes.

Comments with embedded links to external websites or applications may be viewed as spam and not posted.

The PM-ISE does not discriminate against any views, but reserves the right not to post comments that do not adhere to these standards.

In addition, for postings to social media sites hosted by third parties, the PM-ISE reserves the right to remove those that do not adhere to the above standards.

Privacy

The PM-ISE will not have access to, nor will collect, retain, or disseminate, personally identifiable or account information from users of third-party social media sites and micro-blogs who post comments, submit messages, or ?follow,? ?friend,? or ?like,? its official pages.

You have the option of posting comments anonymously to the official ISE.gov website. If you voluntarily provide your name, and that comment is posted by PM-ISE, your name will not be redacted or removed. However, PM-ISE will not post comments on its official website that contain Social Security Numbers, home or business addresses, email addresses, or phone numbers.

Linking Policy

For further information about our external linking policy, please review PM-ISE?s Website Privacy Policy (above).

Copyright Information

Unless a copyright is indicated, information on ISE.gov or on our official presence on social media sites is in the public domain and may be copied and distributed without permission. When such information is copied or distributed, it is appropriate to cite to the PM-ISE and/or the ISE Blog as the source of the information. If a copyright is indicated on a video, photo, graphic, or other material, permission to copy the material must be obtained from the original source.

Records Management

The PM-ISE complies with the records management and disposition policies prescribed by the Office of the Director of National Intelligence (ODNI). Content generated from the PM-ISE?s use of social media, to include the ISE.gov website, ISE Blog, Facebook, Twitter, etc. as well as any comments posted to those sites by public users are considered Federal records and are maintained accordingly.

Disclaimers

The views expressed by members of the public on the ISE.gov website or the official pages that PM-ISE maintains via social media do not necessarily reflect the official views of the PM-ISE or the federal government.

The PM-ISE does not guarantee or warrant the accuracy of any information posted by individual users on the official ISE.gov website or the pages maintained by PM-ISE via social media. PM-ISE disclaims all liability for any loss, damage, or other injury resulting from the content of or reliance on any such information.

The PM-ISE does not endorse, support, or otherwise promote any private or commercial entity or the information, products, or services contained on any websites that may be reached through links on our website.

For additional disclaimers, please review PM-ISE?s Website Privacy Policy (above).

Public Affairs

If you have any questions or comments about the information presented, <u>please contact PM-ISE?s</u>

<u>Stakeholder Engagement Office</u> [1]. Reporters must submit questions to the Stakeholder Engagement Office through normal query channels.

Source URL: http://www.ise.gov/use-3rd-party-social-media-sites?qt-ise-social-media=2

Links:

[1] http://www.ise.gov/contact?destination=thank-you-your-inquiry